

**KENTUCKY BOARD OF
LICENSURE OF MARRIAGE AND FAMILY THERAPISTS
BOARD MEETING MINUTES
November 17 & 18, 2010**

November 17, 2010

A Retreat session was held of the Kentucky Board of Licensure of Marriage and Family Therapists at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on November 17, 2010 beginning at 5:00 p.m. and ending at 9:45 p.m.

Board Members Present:

Ms. Sandy Miller
Dr. Delbert Hayden
Ms. Stephanie Head
Dr. Tom Robbins
Mr. Tony Watkins
Ms. Jane Prouty

Occupations and Professions:

Marcia Egbert

Office of the Attorney General:

Angela Evans

Call to Order:

Mr. Watkins, Board Chair called the meeting to order at 5:10 p.m. Mr. Watkins presented a clock to Carolyn Benedict for her many years of service to the Marriage and Family Therapy Board.

The Board had a working dinner.

The Board worked on a letter to be sent to the licensees to explain all the administrative changes that have been made in the past year. The letter was to include the following:

- Licensees will no longer receive a letter reminding them of renewal. A postcard will be sent one month prior to your renewal date. Licensees can call and request a hard copy of the renewal application. Those that are to be audited will receive a hard copy of the renewal application in the mail. Encourage the licensees to use the online renewal option located on the MFT webpage. Licensees can renew 30 days prior to their renewal date.
- License verification is now online. The MFT Board will no longer issue cards.
- Explain that the fee increase was required following an Accounting Audit of the MFT Board funds. It was found that if we didn't increase the fees, that within 3 years we would become insolvent. It was decided to put the fee schedule in the letter.
- Supervisory Requirements. Those currently approved to provide clinical supervision will maintain their status as supervisor of MFT Associates but at their renewal date they must meet the requirements of 201 KAR 32:035.
- Continuing Education Requirements
- Board Approved Supervisor list will be posted on the website in January, 2012.

The Board reviewed the current forms and applications. There will be several changes made to the forms.

Marcia Egbert is to request Jeff Boler to make the following changes on the Fee Schedule section on the website:

- Remove the word "card" following duplicate certificate
- Late Renewal Fee (LMFT) – Add word Additional and change Charge Fee to \$75.00
- Late Renewal Fee (Associate) – Add word Additional and change Charge Fee to \$20.00
- Add (Letterhead/Seal) beside Verification of Licensure

Discussion from Atlanta followed.

- Should Associates remain in associate status indefinitely? Discussion followed. Mr. Robbins will look at what other states are doing and will bring the information back to the next meeting for further discussion.
- Should associates be required to do CEU's the same as LMFT's? Consensus is yes because CEU's will enhance the minimal standards for competency. Add to requirements.
- Limiting Supervisees to six (6) was discussed. The Board was in agreement that supervision is generally accepted as being one of the most critical components in the development of a therapist and supervision more than six (6) diminishes the ability of a supervisor's effectiveness. The Board recognizes that not all supervisors have a full-time job and there could be some possible exceptions to a limit of six (6) but the burden has to be on

the supervisor to communicate to the Board why he/she could be an exception. Why six (6)? It would be in alignment with other QMHP's.

- What should the parameters be for the board to approve an exception to a supervisor's limit of six (6)? The supervisor will have to submit in writing a specific plan that demonstrates the supervisor's ability and availability to supervise additional folks. The plan must include specifically 201 KAR 32:035 Sections 3, 4, 5, 6, 8 and 9. The supervisor will provide to the Board, a supervision plan and a completed log for each supervisee on a quarterly basis.
- Discussion about Board mandating background checks for new applicants. The Board felt they could make the background check a part of the initial application packet and have the results mailed directly to the Board. Mr. Robbins will check into background checks and report back at the next meeting.

Mr. Watkins adjourned this portion of the meeting at 9:45 p.m.

November 18, 2010

Board Members Present:

Dr. Delbert Hayden
Ms. Stephanie Head
Dr. Tom Robbins
Mr. Tony Watkins
Ms. Jane Prouty
Ms. Sandy Miller

Occupations and Professions:

Frances Short, Executive Director
David Garr, Deputy Executive Director
Marcia Egbert, Board Administrator

Office of the Attorney General:

Angela Evans, Board Attorney

Others Present

Mike Rankin
Kellie Cody – Campbellsville University
Arlene Eastridge – Campbellsville University
Lee Conver – Campbellsville University

Call to order:

Mr. Watkins, Board Chair called the meeting to order at 9:50 a.m.

Approval of Minutes:

Stephanie Head made a motion to approve the October 14, 2010 minutes. Tom Robbins seconded the motion. The motion carried.

Approval of Financial Statement:

Delbert Hayden made a motion to approve the financial statement. Sandra Miller seconded the motion. The motion carried. (Breakdown of Receivables was missing. Reminder to bring report to each meeting.)

Executive Director's report:

Ms. Short presented the Board with the Final Memorandum of Agreement between the Board and the Office of Occupations and Professions. Upon review, Angela Evans, Board Attorney noted that a couple of the changes were not made. Frances Short corrected the MOA and the Board voted unanimously to approve and sign the MOA. Chair Tony Watkins signed it along with Occupations and Professions Executive Director, Frances Short.

Frances Short also informed the Board that we are in the process of moving our website to a new domain called Sharepoint. All websites will need to be rebuilt. Jeff Boler with the Occupations and Professions Office will rebuild all the webpages. We don't know the exact amount of downtime involved. It will affect the online renewals. Bookmarks in the current domain will not work with the new domain. The question arose as to whether or not there could be a link built from the old domain to the new one. Frances Short will investigate. Tony Watkins stated that this downtime needed to be reflected in the letter going out to licensees. It was also suggested that we send hard copies of renewal applications to those that renew in January and February in case they could not access the website. Tony Watkins is to e-mail a blurb to Mike Rankin so he can put it on the KAMFT website about the downtime.

Old Business:

The previous nights work retreat was discussed. Delbert Hayden expressed a concern about the Application and the Education Requirement Section. He feels that we should not specify an individual program to automatically be approved.

He feels that all sections of the application should be filled out by all applicants. Discussion followed. It was stated that we should maintain a healthy relationship and watch our boundaries with all programs. The Board also discussed having the schools to give us updated descriptions of their curriculum.

The issue of when a student should take the National Exam was discussed. Some states allow them to take the exam during the last semester of school but they would still have to complete the associate level before applying for an independent license. Mr. Watkins asked our guests what their feelings were on the subject. Kellie Cody, Darlene Eastridge and Lee Conver all were in consensus that the test should be taken right after the student graduates. Discussion followed. All felt that it would be a benefit to the student to take it immediately following graduation. It would give them a boost of confidence going into their Associate position.

New Business:

Darlene Eastridge from Campbellsville University handed out a folder with information about their program. She stated that they also have a campus in Louisville with classes with approximately 260 students. The main campus has 3,500 students.

Discussion of meeting dates for 2011. Marcia Egbert asked the Board if they would be willing to change the meeting dates to the third Thursday of each month instead of the second Thursday due to her other Board meets the same week.. The Board willingly agreed to change the meeting date to the third Thursday of each month. Marcia Egbert will forward the dates to Jeff Boler to put on the website and to Frances Short to put on the Master Calendar of the Office of Occupations and Professions.

Delbert Hayden will be going off the Board after the December meeting. This will result in two openings on the Board.

Tony Watkins and Angela Evans will get together prior to the next Board meeting to work on Regulation changes. The Board instructed Angela Evans to go ahead and start working on those changes.

Complaints/Compliance/Other Legal Matters:

07-003 – LPC Board has not been able to file injunction

09-001 – Ongoing

09-005 – Ongoing

10-001 – Ongoing

No new complaints presented to the Board.

Application Review:

Jane Prouty made a motion to accept all recommendations from the Applications Committee. Sandra Mill seconded the motion. The motion carried.

Associates:

The following applications for Marriage and Family Therapist Associate were approved: *Sara E. Collins and Alisha Duval*

The following applications for Marriage and Family Therapist Associate were deferred: *Shelly Allen*

The following applications for Marriage and Family Therapist Associate were reinstated: *None*

The following contracts for Marriage and Family Therapist Associates Plan of Supervision were approved: *Gretchen Fern Watson, Karen Raby, Ilene Bosscher, Monica Hurt*

The following Renewals for Marriage and Family Therapist Associates were approved: *Richard V. Hendricks, Michelle A. Pinckney, Nikki Erwin, Jessie Patrick Waltz, Sharon Shapanus, Justin Lewis, Pamela Jones, Zachary Crouch*

The following Renewal Audits for Marriage and Family Therapist Associate were approved with provisions: (Letter referring to 201 KAR 32:045 Section 3 (1A)): *Shawna Anderson, Lisah Sutton*

LMFT:

The following applications for licensed Marriage and Family Therapist were approved: *Erin Lindsey Blanton, Lisa Rae Rice, Matthew David Roberts*

The following application for licensed Marriage and Family Therapist was deferred: *None*

The following application for licensed Marriage and Family Therapist was denied: *None*

The following application for licensed Marriage and Family Therapist by endorsement was denied: *Karen Knowles*

The following Renewal Audits for Marriage and Family Therapist were approved: *Aaron Dowdell, Mary Badami, Jeffery Gilbertson*

The following Reinstatements for Marriage and Family Therapist were approved: *Dorney R. Thompson, Mary Margaret Hargadon*

Provider Applications Approved

Bluegrass Regional Prevention Center – “Living It: What You Need to Know About Fetal Alcohol Spectrum Disorders” – 3 Hours

Institute for Natural Resources – “Brain Injury: Stroke, Alzheimer’s & Head Trauma” – 6.0 Hours

Institute for Natural Resources – “Burnout, Stress & Fatigue” – 6.0 Hours

PESI, LLC – Executive Dysfunction: Effective Strategies & Interventions for Children & Adolescents” – 7.0 Hours

PESI, LCC – EMDR 2-Day Intensive Seminar: The Neuroscience of Trauma & EMDR for Stabilization and The EMDR 8-Stage Protocol for Reprocessing Traumatic Memories” – 7.0 Hours each day for a total of 14.0 Hours

Seven Counties Services, Inc. – “Medical Necessity: Application in Behavioral Healthcare” – 3.50 Hours

Seven Counties Services, Inc. – “Global Appraisal of Individual Need (GAIN-Q) Assessment” – 6.0 Hours

Seven Counties Services, Inc. – “Verbal De-escalation for Clinical and business Staff” – 3.0 Hours

Seven Counties Services, Inc. – “Reactive Attachment Disorder Assessment and Treatment for Adolescents” – 6.0 Hours

Seven Counties Services, Inc. – “Suicide Risk Assessment Training” – 3.0 Hours

University of Kentucky – College of Medicine – “Remaking American Healthcare/Collaborative Family Healthcare Association – Approved two workshops only. “Lessons Learned from a 20-Year Medical Family Therapy Case” and

“Depression – What are We Really Treating?” for 1.5 hours each for a total of 3.0 Hours

Provider Application Approved with Provision

Provider Applications Deferred

Bluegrass Regional MH-MR Board, Inc. – “ Parent Child Interaction Therapy for Community Mental Health Professionals” – 18.0 Hours (Needs breakdown of education hours)

Family and Children’s Place – “Important Features in Assessing and Managing Suicidality” (Needs Certificate)

Provider Applications Denied

Approval of Travel and Per Diem:

Stephanie Head made a motion to approve travel and per diem for members attending last night’s retreat meeting and today’s meeting. Delbert Hayden seconded the motion. The motion carried.

Adjournment:

Mr. Watkins moved to adjourn the meeting. With no further business brought before the Board, the meeting adjourned.